

VI. CARE AND SERVICES

H. No Decline/No Dismissal Policy for therapeutic or non-therapeutic agencies: (Does not apply to shelters.)

1. If a youth has been determined by the Department as eligible and authorized for the services offered by the agency, the agency shall accept the child.
2. If a youth goes to a higher level of services (such as acute care) and is ready for re-admission the agency shall readmit the youth.
3. A youth will not be sent to a detention center and then discharged from the agency unless there are charges and he/she is committed to a training school or incarcerated. A child shall return to the agency upon discharge from the detention center unless the child needs acute care. In such incidences a written recommendation from a licensed psychologist or psychiatrist is needed to justify dismissal of the youth.
4. The agency shall assist the Department with placing the youth in the appropriate acute care facility.
5. The youth shall not be released from the agency's care until suitable placement is obtained.
6. A youth shall not be discharged due to challenging behaviors. Challenging behaviors are defined as, but not limited to, fighting, non-compliant or defiant behavior, and verbal altercations.

The agency's therapeutic program shall be expected to adapt treatment plans to address the needs of the youth. Reasons for all declines and dismissals shall be sent to the Department's Placement Director. The agency shall provide a written justification letter to determine if the reasons meet the terms of the Department's policy. The agency shall not discharge youth prematurely, without giving the Department two (2) weeks notice along with a written recommendation from a psychologist or psychiatrist. The agency shall work with the Department to develop an appropriate discharge plan into acute care or a less restrictive environment. The agency shall prepare the youth for transition and assist the Department in said transition. The placement shall not change until the Department receives documentation verifying that the current placement is unsafe or unsuitable. The youth shall not be discharged before receiving a termination letter from the Department's Placement Director. The agency shall maintain the youth under close supervision until the proper placement is found and the transfer is complete.